

**ARIZONA DEPARTMENT OF EDUCATION**

**Tom Horne**  
Superintendent of  
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STATE OF ARIZONA

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**SCHOOL FINANCE MEMORANDUM 07-034**

**TO:** School Superintendents, Business Managers and SAIS Technology Coordinators

**FROM:** Philip Williams, Deputy Associate Superintendent of School Finance

**DATE:** December 18, 2006

**SUBJECT:** Interim Version of the Instructions for Required Reports (IRR)

The Arizona Department of Education's School Finance and Audit divisions have updated the Instructions for Required Reports to incorporate the major FY07 legislative changes. You can locate the IRR on the School Finance webpage by selecting the following link:  
<http://www.ade.az.gov/schoolfinance/SAISSupport/PrivateSchls/InstrReqRpts/> and selecting 'FY 2007 Release.'

ADE is currently involved in efforts to revise the format and organization of the IRR. These, along with any necessary changes to content are to be incorporated in a draft expected to be released by the end of FY07.

For any questions related to the IRR, please contact the School Finance at 602.542.5695. Thank you.